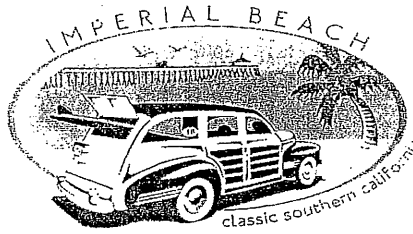


# Site Plan Review

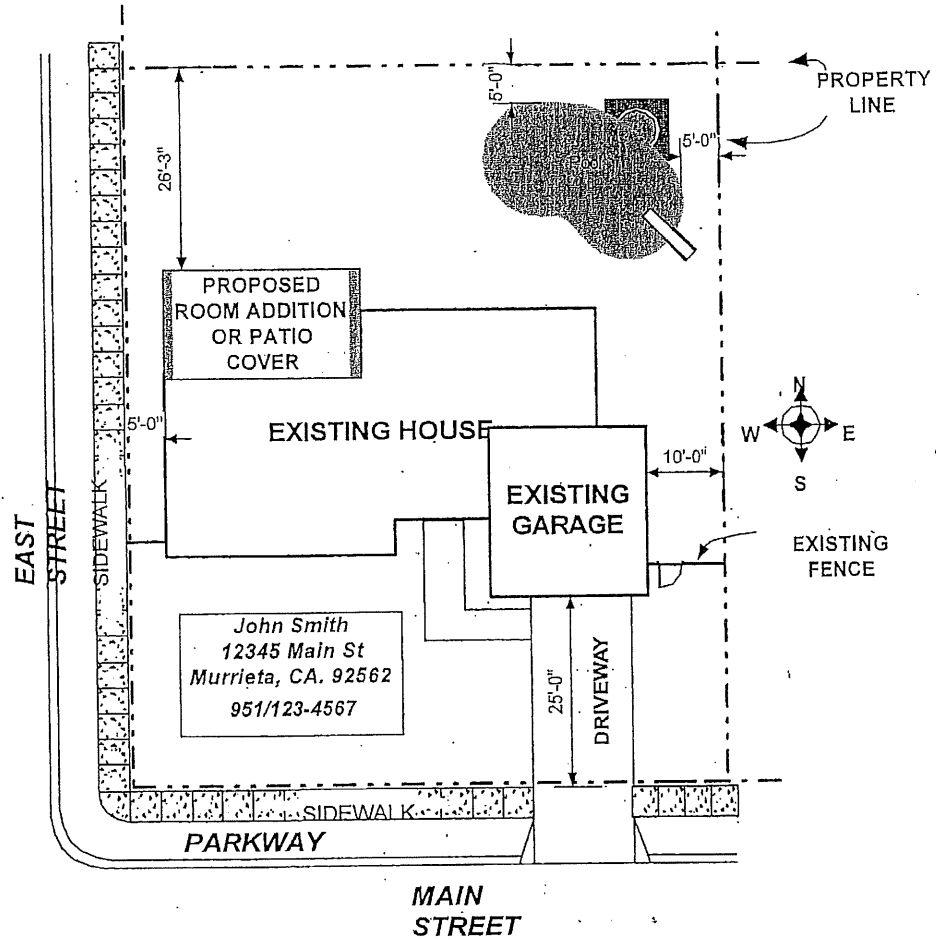
## Submittal Requirements and Checklist Chapter 19.64 Large Family Day Care Facilities



The purpose of the form is to inform applicants of the basic submittal requirements for Large Family Day Care Facilities in order to allow staff to accurately analyze and process a Site Plan Review application. The Site Plan Review procedure is established to review certain property development proposals to ensure the best and most appropriate site development of the property in certain zoning districts. Site Plan Review may be administrative (staff review only), or may require approval of the City Council. A Site Plan Review application will not be considered for approval, either by staff or City Council, until all required information is submitted and deemed complete. The following is required to be submitted at the time of application.

1. ☐ Deposit in the amount of \$400
2. ☐ Completed Public Notice Package which includes the following:
  - a. Addressed envelopes of all owners shown on the last equalized assessment roll as owning real property within one hundred feet of the exterior boundaries of the proposed large family day care home.
  - b. Labels of owner's addresses within one hundred feet of exterior boundaries of the proposed large family day care home.
3. ☐ Site Plan
  - a. Minimum of 8 ½" x11" sheet size (Fill the sheet with site plan. Do not use edge of paper for property lines).
  - b. Show North Arrow.
  - c. Show all dimensions and locations from property lines & setbacks.
  - d. Show streets and public right of way.
  - e. Show all buildings, carports, pools, walls, patio covers, fences, slopes, etc.
  - f. Indicate the owners name, address, and phone number.
  - g. Indicate drop off areas.
  - h. Plans are to be drawn neatly and must be legible.
  - i. Provide Floor Plan (Floor Plan may be shown on Site Plan).
  - j. Indicate children's play areas.

# Sample Site Plan



# Sample Floor Plan

